

**APPROVED**

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING COMMITTEE  
AND  
ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, June 12, 2025**

**4:00 P.M.**

***IN PERSON MEETING LOCATION:*  
STOPWASTE BOARD ROOM  
1537 WEBSTER STREET, OAKLAND, CA**

**I. CALL TO ORDER**

Vice President Jensen called the meeting to order at 4:00 p.m. Timothy Burroughs explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions.](#)

**II. ROLL CALL OF ATTENDANCE**

Ben Barrientos, ACWMA  
Xouhoa Bowen, ACWMA  
Virginia Harrington, Solid Waste Industry Representative  
Tracy Jensen, ACWMA  
Ellen McClure, Environmental Educator  
Laura McKaughan, Recycling Materials Processing Industry  
David Mourra, ACWMA  
Elaine Owyang, Environmental Organization  
Barun Singh, Recycling Programs  
Jeff Wang, ACWMA

**ABSENT**

Grace Liao, Source Reduction Specialist (President)

**Staff Present**

Timothy Burroughs, Executive Director  
Alma Freeman, Communications Manager  
Justin Lehrer, Operations Manager  
Hugo Grégoire, Program Manager  
Arliss Dunn, Clerk of the Board  
Farand Kan, County Counsel

**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

There were none.

## **V. CONSENT CALENDAR**

### **1. Approval of the Draft PC & RB Minutes of May 8, 2025**

### **2. Board Attendance Record**

### **3. Written Report of Ex Parte Communications**

There were no public comments for the Consent Calendar. Board member McKaughan moved for approval of the Consent Calendar. Board member Harrington seconded, and the motion carried 9-0. The Clerk called the roll:

(Ayes: Barrientos, Bowen, Harrington, Jensen, McClure, McKaughan, Mourra, Owyang, Wang.  
Nays: None. Absent: Liao, Singh. Abstain: None)

## **VI. REGULAR CALENDAR**

### **1. 2025 StopWaste Environmental Leadership Awards (Hugo Grégoire)**

Timothy Burroughs welcomed the awardees and provided an introduction to the awards ceremony. A link to the staff report and the presentation is available here: [Environmental-Leadership-Awards-Presentation.pdf](#). An audio link to the awards ceremony is available here: [Environmental-Leadership-Awards-Program](#).

**2025 Awardees: Read about the 2025 Awardees [here](#).**

- Alameda Backyard Growers, Inc., Alameda
- Community Action for a Sustainable Alameda (CASA), Alameda & OKAPI Reusables, Alameda
- Washington Health, Fremont
- Veev by Lennar, Hayward
- Wingen Bakery & Restaurant, Livermore
- Oakland Unified School District, Oakland

## **VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR**

There were none.

## **VIII. ADJOURNMENT – TO PC&RB MEETING – JULY 10, 2025 AT 4:00 P.M.**

The meeting adjourned at 4:55 p.m.